



Southwest Ranches Town Council

REGULAR MEETING Agenda of February 25, 2016

Southwest Ranches Council Chambers
7:00 PM Thursday

13400 Griffin Road
Southwest Ranches, FL 33330

<u>Mayor</u> Jeff Nelson	<u>Town Council</u> Steve Breitkreuz Freddy Fisikelli Gary Jablonski	<u>Town Administrator</u> Andrew D. Berns	<u>Town Attorney</u> Keith M. Poliakoff, J.D.
<u>Vice-Mayor</u> Doug McKay		<u>Town Financial Administrator</u> Martin Sherwood, CPA CGFO	<u>Assistant Town Administrator/Town Clerk</u> Russell C. Muniz, MMC

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation, a sign language interpreter or hearing impaired to participate in this proceeding should contact the Town Clerk at (954) 434-0008 for assistance no later than four days prior to the meeting.

1. **Call to Order/Roll Call**
2. **Pledge of Allegiance**
3. **Public Comment**
 - All Speakers are limited to 3 minutes.
 - Public Comment will last for 30 minutes.
 - All comments must be on non-agenda items.
 - All Speakers must fill out a request card prior to speaking.
 - All Speakers must state first name, last name, and mailing address.
 - Speakers will be called in the order the request cards were received.
 - Request cards will only be received until the first five minutes of public comment have concluded.
4. **Board Reports**
5. **Council Member Comments**
6. **Legal Comments**
7. **Administration Comments**
8. **Approval of Minutes**
 - a. **January 28, 2016, Regular Town Council Meeting**
9. **Adjournment**

PURSUANT TO FLORIDA STATUTES 286.0105, THE TOWN HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE TOWN FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT

EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.



Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL 33330-2628

(954) 434-0008 Town Hall
(954) 434-1490 Fax

Town Council
Jeff Nelson, *Mayor*
Doug McKay, *Vice-Mayor*
Freddy Fisikelli, *Council Member*
Steve Breitkreuz, *Council Member*
Gary Jablonski, *Council Member*

Andrew D. Berns, *Town Administrator*
Keith M. Poliakoff, *JD, Town Attorney*
Russell Muniz, *Assistant Town Administrator/Town Clerk*
Martin D. Sherwood, *CPA, CGMA, CGFO, Town Financial Administrator*

COUNCIL MEMORANDUM

TO: Honorable Mayor Nelson and Town Council
VIA: Andrew D. Berns, Town Administrator
FROM: Russell Muñiz, Assistant Town Administrator/Town Clerk
DATE: 2/25/2016
SUBJECT: January 28, 2016, Regular Town Council Meeting

Recommendation

Town Council consideration for the approval of minutes.

Strategic Priorities

A. Sound Governance

Background

N/A

Fiscal Impact/Analysis

N/A

Staff Contact:

Russell Muñiz, Assistant Town Administrator/Town Clerk

ATTACHMENTS:

Description	Upload Date	Type
Minutes - RM - 012816	2/19/2016	Minutes

REGULAR MEETING MINUTES OF THE TOWN COUNCIL
Southwest Ranches, Florida

Thursday 7:00 PM

January 28, 2016

13400 Griffin Road

Present:

Mayor Jeff Nelson

Vice Mayor Freddy Fisikelli

Council Member Steve Breitzkreuz

Council Member Gary Jablonski

Council Member Doug McKay

Andy Berns, Town Administrator

Keith Poliakoff, Town Attorney

Martin Sherwood, Town Financial Administrator

Russell Muñiz, Assistant Town Administrator

Regular Meeting of the Town Council of Southwest Ranches was held at 13400 Griffin Road in the Southwest Ranches Council Chambers. The meeting, having been properly noticed, was called to order by Mayor Nelson at 7:11 PM. Attendance was noted by roll call and was followed by the Pledge of Allegiance.

George Morris displayed videos he provided from the Town Birthday Party and the Ride for the Ranches Classic Car Show.

3. Public Comment – The following members of the public addressed the Town Council: Newell Hollingsworth, Bob Hartmann, Vince Falletta, and Dee Schroeder.

4. Board Reports

None.

5. Council Member Comments

Council Member Jablonski announced the upcoming Chili Cook Off on March 5th. He also indicated the Town Wide Garage Sale would be occurring on February 20th at the Sunshine Ranches Equestrian Park and announced that registration forms could be found in the Town newsletter. He also mentioned the Country Estates Hog Roast would be held on January 30th and the Schools and Education Advisory Board Scholarship Fund Food Truck Fundraiser would be held on January 29th. Lastly, he also spoke about the newly created Yellow Dot Program which allows first responders to know about a motorists medical history should they become unresponsive.

Council Member Breitzkreuz also urged residents to attend the events mentioned by Council Member Jablonski. He spoke about students who attend Silver Trail Middle School who reside primarily along SW 185th, SW 186th, and SW 188th, and the difficulty they encounter in getting to school. He indicated Town staff was working with the Broward County School Board to get bus stops in this area which will make it safer for these students. Lastly, he spoke about the progress of the TSDOR program. He expressed some concern about the survey and engineering costs were significantly higher than originally anticipated. He asked that the Drainage and Infrastructure Advisory Board (DIAB) review the program and possibly extend it 2-3 years and place a yearly cap so that there is a limitation of approximately \$500,000.

Vice Mayor McKay expressed support for a proposal that will be considered by the Schools Education Advisory Board (SEAB) to amend the process of scholarship issuance. He favored issuing the scholarship award as long as they meet the criteria, and eliminate the requirement to submit receipts for educational expenses.

Council Member Fisikelli spoke about issues faced by a resident seeking to install a shed on her property. He felt that the process needs to be reevaluated as it appears that some of the costs and hurdles she encountered may be unnecessary. Vice Mayor McKay felt that a worksop on this issue needed to be scheduled.

Mayor Nelson announced the passing of Monsignor Edmund White of Saint Mark's Church and offered his condolences to the family and his extended Saint Mark's family.

6. Legal Comments

No comments.

7. Administration Comments

Town Administrator Berns acknowledged members of the Sikh Temple located at Stirling Road and Dykes Road who were having some traffic and parking related issues. He indicated that he had met with members of Council and Robert Solera of Code, and would be meeting with representatives of the Sikh Temple to discuss these issues further. He spoke about two recent meetings he attended at the Broward MPO. The first meeting concerned the Long Range Transportation Plan and the desire to remove the south end of SW 188th Avenue from the plan and the Town's request to make SW 184th Avenue a two lane road rather than a four lane roadway. The evening meeting was the Community Involvement Roundtable that contained the same agenda items. There were no questions for Town staff at this meeting and the Town's items were approved. He spoke about the New Resident Package which contained frequently asked questions (FAQs) to provide information to our residents on where they could turn for services. Lastly, in response to concerns about trash collection in the western portion of Town, he directed Code to closely monitor this issue.

8. Ordinance 2nd Reading - AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, ADOPTING THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS FOR FISCAL YEARS 2016-2020 PURSUANT TO CHAPTER 163, FLORIDA STATUTES; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. {Approved on 1st Reading December 10, 2015}

The following motion was made by Council Member Breitkreuz, seconded by Vice Mayor McKay and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE ORDINANCE.

9. Resolution - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA RESPECTFULLY REQUESTING THE BROWARD COUNTY COMMISSION

FULLY SUPPORT THE WIDENING OF GRIFFIN ROAD FROM BONAVENTURE BOULEVARD TO U.S. HIGHWAY 27; REQUESTING THE TOWN CLERK TO SEND A COPY OF THIS RESOLUTION TO THE BROWARD COUNTY MPO, THE BROWARD COUNTY COMMISSION, AND TO ALL OTHER IMPACTED GOVERNMENTAL ENTITIES; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Council Member Breitkreuz, seconded by Vice Mayor McKay and passed by 4-1 roll call vote. The vote was as follows: Council Members Breitkreuz, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes and Council Member Fisikelli voting No.

MOTION: TO AMEND THE 4TH WHEREAS CLAUSE OF THE RESOLUTION TO ADD "WILL SOON BE" INSTEAD OF "IS."

10. Resolution – A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA APPROVING A BUDGET AMENDMENT TO THE FISCAL YEAR 2015/2016 BUDGET FOR ENTRANCEWAY SIGNAGE; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Council Member Jablonski, seconded by Council Member Breitkreuz. No vote was taken.

MOTION: TO APPROVE THE RESOLUTION.

The following motion was made by Vice Mayor McKay, seconded by Council Member Fisikelli. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO TABLE THE RESOLUTION.

11. Resolution - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING A THIRD AMENDMENT TO THE INTERLOCAL AGREEMENT FOR CREATION OF THE BROWARD COUNTY METROPOLITAN PLANNING ORGANIZATION (MPO); AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR AND TOWN ATTORNEY TO EXECUTE THE THIRD AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

The following motion was made by Vice Mayor McKay, seconded by Council Member Breitkreuz and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Council Member Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE RESOLUTION.

**12. Discussion – Town Administrator/ Town Financial Administrator Annual Review
{Tabled From December 10, 2015}**

The following motion was made by Council Member Breitkreuz, seconded by Council Member Fisikelli and passed by 4-1 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, and Mayor Nelson voting Yes. Vice Mayor McKay voted No.

MOTION: TO INCREASE THE ANNUAL SALARY FOR ASSISTANT TOWN ADMINISTRATOR/TOWN CLERK RUSSELL MUÑIZ TO \$100,000 ANNUALLY, INCREASE THE NUMBER OF PTO DAYS TO 25 DAYS WITH A TEN DAY ROLLOVER, SHOULD HE RESIGN THE PTO PAYOUT WOULD BE BASED ON 20 DAYS, AND PLACE A TERM ON THE CONTRACT THROUGH DECEMBER 31, 2018 AND SHOULD HE RESIGN PRIOR TO THE CONTRACT TERM HE WOULD PAYBACK TO THE TOWN THE PRORATED AMOUNT OF \$5,000.

The following motion was made by Council Member Breitkreuz, seconded by Vice Mayor McKay and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO INCREASE THE ANNUAL SALARY FOR TOWN FINANCIAL ADMINISTRATOR MARTIN SHERWOOD TO \$128,000 ANNUALLY, INCREASE THE NUMBER OF PTO DAYS TO 25 DAYS WITH A TEN DAY ROLLOVER, SHOULD HE RESIGN THE PTO PAYOUT WOULD BE BASED ON 20 DAYS, 10 WEEK SEVERANCE PLUS ONE ADDITIONAL WEEK EVERY YEAR TO A MAXIMUM OF 14 WEEKS IF TERMINATED WITHOUT CAUSE, AND EXTEND TERM ON THE CONTRACT THROUGH DECEMBER 31, 2020.

The following motion was made by Council Member Fisikelli, seconded by Vice Mayor McKay and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO INCREASE THE ANNUAL SALARY FOR TOWN ADMINISTRATOR ANDREW BERNIS TO \$160,000 ANNUALLY, PROVIDE A 5% BONUS, INCREASE THE NUMBER OF PTO DAYS TO 25 DAYS WITH A TEN DAY ROLLOVER, SHOULD HE RESIGN THE PTO PAYOUT WOULD BE BASED ON 20 DAYS, 12 WEEK SEVERANCE PLUS ONE ADDITIONAL WEEK EVERY YEAR TO A MAXIMUM OF 16 WEEKS IF TERMINATED WITHOUT CAUSE, AND EXTEND TERM ON THE CONTRACT THROUGH DECEMBER 31, 2020.

The following motion was made by Council Member Breitkreuz, seconded by Council Member Fisikelli and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

13. Approval of Minutes

a. December 10, 2015, Regular Town Council Meeting

b. November 12, 2015, Regular Town Council Meeting

The following motion was made by Council Member Fisikelli, seconded by Vice Mayor McKay and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE MINUTES.

14. Resolution - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA RESCHEDULING THE TOWN COUNCIL MEETING OF FEBRUARY 11, 2016 TO FEBRUARY 18, 2016; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Vice Mayor McKay, seconded by Council Member Fisikelli and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE MINUTES.

15. Adjournment – Meeting was adjourned at 10:02 p.m.

Respectfully submitted:

Russell Muñiz, MMC, Assistant Town Administrator/Town Clerk

Adopted by the Town Council on this 25th day of February, 2016.

Jeff Nelson, Mayor

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